



EQUITY ALLIANCE MN BOARD MEETING

May 18th, 2022

5:30 P.M. GENERAL MEETING

6063 HUDSON ROAD, SUITE 218, WOODBURY, MN 55125

CALL TO ORDER

ROLL CALL

APPROVAL OF THE AGENDA

OPEN FORUM

CONSENT AGENDA

- A. Approve Minutes from April 20, 2022
- B. Financial reports, accounts payable, monthly check register
- C. Staffing update

FOCUS AREA #1: PROVIDE PROGRAMS AND SERVICES THAT EDUCATE AND SUPPORT STAFF, STUDENTS, AND FAMILIES AND DIMINISH BARRIERS TO EDUCATIONAL EQUITY:

I: FUTURE BUDGET AND CASH FLOW- NEW CONTRACTS

II: ST. ANTHONY-NEW BRIGHTON CONTRACT

FOCUS AREA #2: LEAD REGIONAL DIALOGUE, ADVOCACY, AND ACTION FOR EQUITABLE EDUCATION SYSTEMS AND OUTCOMES:

FOCUS AREA #3: STRENGTHEN EQUITY ALLIANCE MN'S BUSINESS MODEL TO PROMOTE OUR OWN FISCAL AUTONOMY, SUSTAINABILITY, AND GROWTH:

CHAIR UPDATE

BOARD MEMBERS UPDATE

COMMITTEE REPORTS

BOARD FORUM

ADJOURNMENT-

CLOSED MEETING TO FOLLOW :

I: STAFFING STRUCTURE, PERFORMANCE AND COMPENSATION



FUTURE MEETINGS

- ❖ June 15, 2022 – 5:30pm
- ❖ August 17, 2022 – 5:30pm
- ❖ September 21, 2022 – 5:30pm
- ❖ October 19, 2022 – 5:30pm
- ❖ November 16, 2022 – 5:30pm



EQUITY ALLIANCE MN BOARD MEETING

AGENDA ITEM: CONSENT AGENDA

MEETING DATE: MAY 18TH, 2022

DATE PREPARED: APRIL 27TH, 2022

SUGGESTED DISPOSITION: CONSENT AGENDA

CONTACT PERSON: DR. ALEX HERMIDA, EXECUTIVE DIRECTOR

BACKGROUND:

A. Approval of Minutes

A copy of the minutes from the regular meeting of April 20, 2022 is enclosed for your review. Board approval is requested.

B. Monthly Check Register

A copy of the monthly check registers for April 2022 and May 2022 is enclosed. Administration recommends that the Board approve the payments as itemized.

RECOMMENDATION:

A motion and a second to approve the Consent Agenda will be requested.



EQUITY ALLIANCE MN BOARD MEETING
APRIL 20, 2022
5:30 P.M. GENERAL MEETING
6063 HUDSON ROAD, SUITE 218, WOODBURY, MN 55125

CALL TO ORDER

Meeting called to order by Michael Boguszewski, Board Chair, at 5:33pm.

ROLL CALL

ATTENDANCE:

ISD 623: Roseville
ISD 831: Forest Lake
ISD 624: White Bear Lake
ISD 006: South St.Paul

BOARD REPRESENTATIVE

Michael Boguszewski - Chair
Rob Rapheal - Treasurer
Jessica Ellison - Clerk
Linda Diaz

STAFF:

Dr. Alex Hermida, Executive Director; Claire Olson, Program and Organizational Support Specialist;
Kathy Miller, Business Manager

GUESTS:

Stephani Atkins, StoryArk

APPROVAL OF THE AGENDA

Ellison (ISD 624) moved to approve the agenda. Raphael (ISD 831) seconded. After a roll call vote, the motion to approve the agenda carried with all members present voting in the affirmative.

OPEN FORUM

There were no public comments made.

CONSENT AGENDA

A. Ellison (ISD 624) moved to approve the Consent Agenda. Raphael (ISD 831) seconded the motion. After a roll call vote, the motion to approve the Consent Agenda carried with all members present voting in the affirmative.

Linda Diaz (ISD 006) arrived at 5:35pm.

FOCUS AREA #1: PROVIDE PROGRAMS AND SERVICES THAT EDUCATE AND SUPPORT STAFF, STUDENTS, AND FAMILIES AND DIMINISH BARRIERS TO EDUCATIONAL EQUITY:

A. Alex spoke about the transitional period and his hope for a path forward. He then introduced Stephani Atkins.

B. Stephani presented on past and current programming at StoryArk. She presented ripple effect mapping to show the impact of the programming on students, which can be found at <https://www.storyark.org>. StoryArk received \$45,000 from the Nonprofit Infrastructure Grant Program (NIGP) to determine how Equity Alliance MN and StoryArk could strategically align. Stephani presented the potential for partnership and the power of the braided funding approach.

FOCUS AREA #2: LEAD REGIONAL DIALOGUE, ADVOCACY, AND ACTION FOR EQUITABLE EDUCATION SYSTEMS AND OUTCOMES:

FOCUS AREA #3: STRENGTHEN EQUITY ALLIANCE MN'S BUSINESS MODEL TO PROMOTE OUR OWN FISCAL AUTONOMY, SUSTAINABILITY, AND GROWTH:

I. Member District Commitments for FY23 and Next Steps

CHAIR UPDATE

Each of the five member boards would need to separately vote to change the Joint Powers Agreement.

White Bear Lake Area Schools voted to withdraw from East Metro Integration District 6067. It was not submitted prior to February 1, so it will not be effective until June 30, 2023.

The superintendents could ask their Board to terminate the JPA effective June 30, 2023.

BOARD MEMBERS UPDATE

Ellison (ISD 624) said their board is talking about switching their election years to even years.

COMMITTEE REPORTS


BOARD FORUM

Ellison suggested going through the JPA with the lawyer to determine what the next steps are.

Diaz expressed support for the partnership both philosophically and creatively.

ADJOURNMENT

Michael Boguszewski adjourned the meeting at 7:34PM.

		EQUITY ALLIANCE MN	EXPENDITURES BY PROGRAM CODE	April 30, 2022		THIS REPORT SHOWS EXPENDITURE HISTORY AND CURRENT YEAR ACTIVITY BY COURSE CODE <div>REVISED</div>
COURSE CODE	DESCRIPTION	Adopted Budget FY21	Revised Budget FY21	Expense YTD	Budget Remaining	April 30, 2022 % of Budget Expended
	GENERAL & FUND BALANCE EXPENSES					
000	DISTRICT-WIDE	595,915	616,809	552,550	64,259	89.58%
200	AVID	192,782	161,045	93,568	67,477	58.10%
300	OUTSIDE GRANTS	-	-	-	-	0.00%
400	K CAMP	100	4,529	4,400	129	97.15%
500	AFTER SCHOOL/YEB	37,925	44,899	27,380	17,519	60.98%
600	CLASSROOM PARTNERSHIPS	22,301	28,415	154,775	(126,360)	544.69%
650	PROFESSIONAL DEVELOPMENT	406,943	294,306	31,839	262,467	10.82%
	SUBTOTAL - REPORT BY COURSE	1,255,966	1,150,003	864,512	285,491	75.2%
999	FLOW THRU BILLINGS TO DISTRICTS	25,000	50,000	40,096	9,904	80.19%
	GRAND TOTAL	1,280,966	1,200,003	904,608	295,395	75.4%


CHECK TOTALS!

GOOD

GOOD

GOOD

75.4%

		EQUITY ALLIANCE MN	REVENUE SUMMARY			April 30, 2022	
		DESCRIPTION	June 30, 2020	Adopted Budget FY22	Revised Budget FY22	Revenue FY22 YTD	Budget Remaining
000/021		MEMBER DISTRICT COMMITMENTS	420,880	332,560	294,950	323,430	(28,480)
000/099		GRANT PROCEEDS	183,216	80,000	4,167	14,758	(10,591)
000/092		INTEREST INCOME	27,750	1,000	200	369	(169)
586/021		ADD'L MEMBER FEE - STUDENT	3,500				-
586/022		NON-MEMBER FEE - STUDENT	104,302	55,050	94,500	7,500	87,000
640/021		ADD'L MEMBER FEE - PROF DVLPMIT	1,800	-	-	-	-
640/022		NON-MEMBER FEE - PROF DVLPMIT	113,483	262,829	425,706	416,690	9,016
211		STATE AID			3,564	2,395	1,169
		SUBTOTAL (Excluding Flow-Thru)	854,931	731,439	823,087	765,142	57,945
							-
999/021		FLOW THRU BILLING TO DISTRICTS	24,736	25,000	50,000	49,096	904
		GRAND TOTAL	879,667	756,439	873,087	814,238	58,849
		EXPENSES (Excluding Flow-Thru)	1,439,036	1,255,966	1,150,003	-	
		FUND BALANCE USAGE (Excluding Flow-Thru)	559,369	524,527	326,916		

Equity Alliance MN

Cash Flow Projection FY22

As of April 30, 2022



Estimated Receipts By Category

	FY 21-22 Member CY	FY 20-21 Prior Yr	Other Receipts	Total Revenues
Jul 1-31	28,480	19,774	21	48,275
Aug 1-31	6,406		19	6,425
Sep 1-30	90,508		177	90,684
Oct 1-31	46,510		10,633	57,143
Nov 1-30			932	932
Dec 1-31			123,734	123,734
Jan 1-31	60,310		289	60,599
Feb 1-29	153,139		42,280	195,419
Mar 1-31			65,403	65,403
Apr 1-30			64,106	64,106
May 1-31			-	-
Jun 1-30			-	-
Total Estimate	385,352	19,774	307,595	712,721

School Disbursements				
	Payroll Disbursements	Building Lease Disbursements	Acct Payable Disbursements	Total Disbursements
	33,367	13,425	81,523	128,315
	31,028	6,713	61,007	98,747
	23,297	6,713	49,254	79,264
	16,634	6,713	44,070	67,417
	16,773	6,713	47,582	71,067
	22,421	6,713	84,236	113,369
	23,677	6,713	70,294	100,683
	27,190	6,713	46,575	80,478
	23,133	6,806	91,570	121,508
	20,613	6,850	59,771	87,234
				-
				-
Total Estimate	238,132	74,069	635,882	948,082

Estimated Accumulative Cash Balance	\$ 902,029
	821,989
	729,667
	741,087
	730,813
	660,679
	671,044
	630,960
	745,901
	689,796
	666,668

Equity Alliance MN Board Treasurer

Date

CHE	CHECK	CHECK	INVOICE			
TYP	NUMBER	DATE	VENDOR	AMOUNT	FD	DESCRIPTION
R	76236	04/27/2022	COMCAST BUSINESS	489.09	01	TELEPHONE & INTERNET 4/25/2022 - 5/24/2022
R	76237	04/27/2022	GUTHERIE THEATER	200.00	01	A RAISIN IN THE SUN PERFORMANCE 5/10/2022
R	76238	04/27/2022	O'LOUGHLIN, PAULA	447.23	01	MILEAGE 1/5/2022 - 3/2/2022
R	76239	04/27/2022	SKYWARD ACCOUNTING D	2,580.00	01	FINANCIAL SOFTWARE
R	76240	04/27/2022	HERMIDA, ALEXANDER	1,932.66	01	AIRFARE AND HOTEL TO MAINE
R	76241	05/12/2022	6043 HUDSON ROAD LLC	6,805.73	01	JUNE 2022 RENT/LEASE
R	76242	05/12/2022	BRIDGES, MEGHAN	196.56	01	APRIL 2022 MILEAGE
R	76243	05/12/2022	COMCAST BUSINESS	53.70	01	INTERNET THROUGH 4/30/2022
R	76244	05/12/2022	FLINT CONSULTING	2,400.00	01	PRESENTATIONS - 4/12/22 & 4/20/2022 (CONSULTING)
R	76245	05/12/2022	INTEGRATED SYSTEMS C	800.00	01	WEB HOSTING - MARCH-JUNE 2022
R	76246	05/12/2022	METRO SALES INC	260.30	01	COPIER LEASE
R	76247	05/12/2022	OLSON, CLAIRE	226.80	01	APRIL 2022 MILEAGE
R	76248	05/12/2022	PACIFIC LIFE INSURAN	335.00	01	SEBASTIAN WITHERSPOON - MAY 2022 VM2006211 - 403(B)
R	76249	05/12/2022	STAPLES BUSINESS CRE	39.99	01	OFFICE SUPPLIES
W	202100253	04/15/2022	COMMISSIONER OF REVE	866.43	01	Payroll accrual
W	202100253	04/15/2022	COMMISSIONER OF REVE	340.00	01	Payroll accrual
W	202100254	04/15/2022	FIRST BANK OF WHITE	770.00	01	Payroll accrual
W	202100254	04/15/2022	FIRST BANK OF WHITE	2,033.78	01	Payroll accrual
W	202100254	04/15/2022	FIRST BANK OF WHITE	1,084.57	01	Payroll accrual
W	202100254	04/15/2022	FIRST BANK OF WHITE	253.66	01	Payroll accrual
W	202100254	04/15/2022	FIRST BANK OF WHITE	1,084.57	01	Payroll accrual
W	202100254	04/15/2022	FIRST BANK OF WHITE	253.66	01	Payroll accrual
W	202100255	04/15/2022	PUBLIC EMPLOYEES RET	782.01	01	Payroll accrual
W	202100255	04/15/2022	PUBLIC EMPLOYEES RET	902.32	01	Payroll accrual
W	202100256	04/15/2022	TEACHERS RETIREMENT	403.16	01	Payroll accrual
W	202100256	04/15/2022	TEACHERS RETIREMENT	448.31	01	Payroll accrual
W	202100257	04/15/2022	MN STATE RETIREMENT	53.75	01	Payroll accrual
W	202100257	04/15/2022	MN STATE RETIREMENT	53.75	01	Payroll accrual
W	202100259	04/15/2022	BLUE CROSS BLUE SHEI	44.93	01	Payroll accrual
W	202100259	04/15/2022	BLUE CROSS BLUE SHEI	941.30	01	Payroll accrual
W	202100260	04/15/2022	DELTA DENTAL OF MINN	4.66	01	Payroll accrual
W	202100260	04/15/2022	DELTA DENTAL OF MINN	77.87	01	Payroll accrual
W	202100261	04/15/2022	PRINCIPAL FINANCIAL	3.45	01	Payroll accrual
W	202100261	04/15/2022	PRINCIPAL FINANCIAL	4.07	01	Payroll accrual
W	202100261	04/15/2022	PRINCIPAL FINANCIAL	20.08	01	Payroll accrual
W	202100261	04/15/2022	PRINCIPAL FINANCIAL	21.74	01	Payroll accrual
W	202100263	04/20/2022	US BANK ELECTRONIC T	123.09	01	APRIL 2022 ANALYSIS FEE
W	202100264	04/29/2022	COMMISSIONER OF REVE	695.69	01	Payroll accrual
W	202100264	04/29/2022	COMMISSIONER OF REVE	340.00	01	Payroll accrual
W	202100265	04/29/2022	FIRST BANK OF WHITE	770.00	01	Payroll accrual
W	202100265	04/29/2022	FIRST BANK OF WHITE	1,622.80	01	Payroll accrual
W	202100265	04/29/2022	FIRST BANK OF WHITE	958.90	01	Payroll accrual
W	202100265	04/29/2022	FIRST BANK OF WHITE	224.25	01	Payroll accrual
W	202100265	04/29/2022	FIRST BANK OF WHITE	958.90	01	Payroll accrual
W	202100265	04/29/2022	FIRST BANK OF WHITE	224.25	01	Payroll accrual
W	202100266	04/29/2022	PUBLIC EMPLOYEES RET	601.11	01	Payroll accrual
W	202100266	04/29/2022	PUBLIC EMPLOYEES RET	693.59	01	Payroll accrual
W	202100267	04/29/2022	TEACHERS RETIREMENT	403.16	01	Payroll accrual
W	202100267	04/29/2022	TEACHERS RETIREMENT	448.31	01	Payroll accrual
W	202100268	04/29/2022	MN STATE RETIREMENT	53.75	01	Payroll accrual
W	202100268	04/29/2022	MN STATE RETIREMENT	53.75	01	Payroll accrual
W	202100269	04/29/2022	ADMINISTRATION RESOU	58.21	01	Payroll accrual
W	202100270	04/29/2022	BLUE CROSS BLUE SHEI	44.93	01	Payroll accrual
W	202100270	04/29/2022	BLUE CROSS BLUE SHEI	941.32	01	Payroll accrual
W	202100271	04/29/2022	DELTA DENTAL OF MINN	4.66	01	Payroll accrual

CHECK				INVOICE	
CHE	CHECK	CHECK			
TYP	NUMBER	DATE	VENDOR	AMOUNT	FD DESCRIPTION
W	202100271	04/29/2022	DELTA DENTAL OF MINN	107.46	01 Payroll accrual
W	202100272	04/29/2022	PRINCIPAL FINANCIAL	3.45	01 Payroll accrual
W	202100272	04/29/2022	PRINCIPAL FINANCIAL	4.07	01 Payroll accrual
W	202100272	04/29/2022	PRINCIPAL FINANCIAL	20.08	01 Payroll accrual
W	202100272	04/29/2022	PRINCIPAL FINANCIAL	7.03	01 Payroll accrual
W	202100273	04/29/2022	AVESIS	7.44	01 Payroll accrual
W	202100274	04/30/2022	VISA	2,534.86	01 TRAVEL EXPENSE
W	202100275	04/30/2022	VISA	96.34	01 YEB FOOD
W	202100276	04/30/2022	VISA	85.88	01 ZOOM RENEWAL
W	202100277	04/30/2022	VISA	42.00	01 IDI RENEWAL
W	202100278	04/30/2022	VISA	227.79	01 STUDENT PROGRAMMING EXP
Totals for checks				39,572.20	



HUMAN RESOURCES STAFFING UPDATE

May, 2022

NEW HIRE AND NEW ASSIGNMENTS

Name	Replacing	Previous Employer	Assignment	Salary	Effective Date
Alex Hermida	Sebastian Witherspoon		Executive Director	120,000.00	03/25/2022
Camila Somers	Claire Olson		Support specialist	25.00/hr	04/25/2022
Meghan Bridges			Director of Student Programming	70,000.00	05/01/2022



EQUITY ALLIANCE MN BOARD MEETING

AGENDA ITEM: FUTURE BUDGET AND CASH FLOW- NEW CONTRACTS

MEETING DATE: MAY 18, 2022

DATE PREPARED: APRIL 27, 2022

SUGGESTED DISPOSITION: FOCUS AREA #1 - I

REPORT CONTACT PERSON: ALEX HERIDA, EXECUTIVE DIRECTOR

BACKGROUND:

Dr. Alex Hermida will speak on the future contracts for the organization for continuous growth.

RECOMMENDATION:

As an item of information, this matter is not in need of Board action.



EQUITY ALLIANCE MN BOARD MEETING

AGENDA ITEM: SANB Contract

MEETING DATE: MAY 18, 2022

DATE PREPARED: MAY 5TH, 2022

SUGGESTED DISPOSITION: FOCUS AREA #1- II

REPORT CONTACT PERSON: ALEX HERIDA, EXECUTIVE DIRECTOR

BACKGROUND:

The Executive Director will go over the upcoming SANB contract, provide details and answer any questions.

RECOMMENDATION:

As an item of information, this matter is not in need of Board action.



EQUITY ALLIANCE MN BOARD MEETING

AGENDA ITEM: Staffing Updates

MEETING DATE: MAY 18, 2022

DATE PREPARED: MAY 9TH, 2022

SUGGESTED DISPOSITION: FOCUS AREA # 2

REPORT CONTACT PERSON: ALEX HERMIDA, EXECUTIVE DIRECTOR

BACKGROUND:

Dr. Alex Hermida will provide the Board with the staffing updates and request approval to move forward with updates.

RECOMMENDATION:

A motion and a second to approve.